

**MINUTES OF THE GILBERT COUNCIL SUBCOMMITTEE ON NON PROFIT
COMMUNITY SUPPORT, TUESDAY, SEPTEMBER 11, 2012, AT 5:00 P.M.,
ROOM 300, 50 EAST CIVIC CENTER DRIVE, GILBERT, ARIZONA**

COUNCIL PRESENT: Mayor Lewis and Councilmembers Petersen and Ray

COUNCIL ABSENT: None

STAFF PRESENT: Parks and Recreation Director Dykstra, Deputy Clerk Comeaux, Community Development Specialist Fierro, Purchasing Administrator Boyer

1. CALL TO ORDER

Chair Petersen called the meeting to order at 5:08 p.m.

2. MINUTES – consider approval of the minutes of the meeting of September 4, 2012.

A MOTION was made by Mayor Lewis, seconded by Councilmember Ray, to approve the minutes of the meeting of September 4, 2012. *Motion carried 3-0.*

3. COMMUNICATIONS FROM CITIZENS

At this time, members of the public may comment on matters within the jurisdiction of the Town but not on the agenda. The Council's response is limited to responding to criticism, asking staff to review a matter commented upon, or asking that a matter be put on a future agenda.

4. Discussion and direction on the process for review of the Request for Qualifications (RFQ) from Gilbert CAN related to the creation of a Gilbert Foundation.

In response to a question from a Subcommittee member, Community Development Specialist Fierro provided an outline of the meeting with the Selection Committee on September 6, 2012 and the group's comments. She noted that as there was only one respondent to the RFQ, the Selection Committee reviewed only Gilbert CAN's application. She explained how the Selection Committee was briefed on the overall funding process as well as on the plans of the Council Subcommittee on Non-Profit Community Support to use the Gilbert Foundation to fill in the gaps created by the reduction in nonprofit giving.

The group asked Community Development Specialist Fierro for a summary of the Selection Committee's responses. She stated that the Selection Committee was confused as to what was being asked for in the RFQ. She said Selection Committee members were unsure as to what was being requested. Councilmember Ray asked if this confusion was due to the fact that the Selection Committee members were not knowledgeable in the overall process, or if they were confused because of the way the RFQ was written. Community Development Specialist Fierro noted that the RFQ was vaguely written, so the response was vaguely written. There was general discussion on the advisability of

bringing in members of Gilbert CAN for a panel interview or discussion, and on whether or not Gilbert CAN met the qualifications in the RFQ. It was noted that the response from Gilbert CAN was as nonspecific as the RFQ was nonspecific. The Subcommittee agreed that an interview or panel discussion would be helpful. Community Development Specialist Fierro advised that a common comment of the Selection Committee was that it is unrealistic to expect a Gilbert Foundation to do the work it is being charged to do without funding help. She said that Selection Committee members were confused with regard to why an outside organization would be contracted to complete a funding process when presumably there are staff in the Town who have historically performed this function.

Purchasing Administrator Boyer outlined the options available to the Subcommittee, as stated in the RFQ. He stated that the group could cancel the process and determine that no more applications will be solicited. By doing this the group could decide that the minimum qualifications were not met and all applications will be discarded outright. Alternatively the group could rewrite the RFQ and resolicit for applications. Or the group could determine that Gilbert CAN has met the minimum qualifications and conduct interviews. It was noted that in these interviews the Subcommittee would be more specific as to its goals and objectives for the applicant.

When asked if the RFQ met the qualifications, Community Development Specialist Fierro said she agreed with many of the comments of the Selection Committee. Chair Petersen said the RFQ was intentionally broad. He said it started narrower but became broader as the group rewrote it. He said it was broadened in the hope that more specifics could be given once all applications were received and interviews conducted.

The Subcommittee agreed to allow the applicant to speak. Cynthia Dunham, Gilbert CAN, addressed the Subcommittee. She said that if the Subcommittee would provide more direction, then Gilbert CAN would be willing to see what it could do. Christine Wetherington, Gilbert CAN Executive Director, said that the application was drafted vaguely in response to a vague RFQ, and was meant as a document to begin negotiations for a partnership. She said that Gilbert CAN is not sure what the Subcommittee is asking for. Councilmember Ray noted that there were three options available to the Subcommittee. The first is to throw out the applications and stop the process at this point. The second is to accept Gilbert CAN's application and begin a dialogue. The third is to rewrite the RFQ with more specifics. Discussion followed on fundraising and the fact that Gilbert CAN was moving forward with acquiring a 501(C)3 status at the same time that this Subcommittee was considering looking for a group in the community that could help to make up the shortfall in General Fund funding for nonprofits. Mayor Lewis advised that it is often necessary to spend money in order to make money.

Community Development Specialist Fierro stated that she sent out the original specific RFP to certain nonprofits in the community for feedback and the feedback she received from these groups was that it was impractical to be asking a group to take on this responsibility and fulfill this vision when no monetary support is provided. It was noted

that one potential drawback of the Gilbert Foundation might be that it would be competing with the same nonprofits it purportedly would be founded to assist.

Mayor Lewis advised that a determination should be made by the Subcommittee that Gilbert CAN has met the minimum qualifications and interviews be conducted. At that point a dialogue will begin. Chair Petersen advised that he had been expecting to see a five-year plan outlined in the applicant's proposal.

Joan Krueger, Gilbert CAN, addressed the Subcommittee. She said that Gilbert CAN is willing to try to fill the gap in nonprofit giving which the Council is creating. She said that Gilbert CAN wants to assure that vital community services are continued. She advised that the sums listed in the proposal were only best guesses as to what the group believed it could raise. Ms. Krueger stated that, at the desire of the Subcommittee, Gilbert CAN could come back with a proposal outlining a multi-year plan for fundraising goals. Chair Petersen advised that his concern was that the process be unfunded by tax dollars. He said he did not see in the applicant's proposal as a vision for moving away from the use of tax dollars as a source of funding. Mayor Lewis reviewed some experiences of surrounding communities, specifically Tempe. He explained how the City of Tempe was able to use the P.F. Chang's annual sponsored marathon in Tempe as a vehicle to raise money for local nonprofits. The group discussed the feasibility of creating a similar event in Gilbert.

The group agreed that Gilbert CAN will come back before the Subcommittee with a proposal within the next 30 days. The proposal will be due on October 11, 2012 by 5:00 p.m. This proposal will provide a best estimate with regard to fundraising in the coming years. It was noted that the estimate might also list how the Town will be able to help Gilbert CAN reach these goals. The Subcommittee agreed that this proposal will again be presented to the Selection Committee for review and comments. Purchasing Administrator Boyer advised the group that, when specifics are discussed, what is agreed upon must not be materially different from what is being asked for in the RFQ. It was agreed that, after the Selection Committee reviewed the proposal, Gilbert CAN and the Subcommittee would sit down together to discuss the Gilbert Foundation with more specifics.

5. FUTURE MEETINGS

The Committee may discuss dates and general topics for future meetings.

The group agreed to meet again on Tuesday, September 25, 2012 at 3:00 p.m. This agenda will include discussion of revising the language in the General Fund reduction policy to reduce general taxpayer dollars, not general fund monies as it is currently stated.

The group will meet again on Tuesday, October 2, 2012 at 3:00 p.m. This agenda will include a discussion of the annual funding process and possible options for members of the Community Services Committee.

6. ADJOURNMENT

Chair Petersen adjourned the meeting at 6:13p.m.

Chair Petersen

CERTIFICATION

I hereby certify that the foregoing minutes are a true and correct copy of the minutes of the meeting held on the 11th day of September 2012. I further certify that the meeting was duly called and held and that a quorum was present.

Dated this ____ day of _____.

Blaine Comeaux, Deputy Town Clerk